



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
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MARK RIDLEY-THOMAS
Second District

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Third District

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MICHAEL D. ANTONOVICH
Fifth District

May 14, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
CERRITOS PARK FITNESS EQUIPMENT PROJECT;
APPROVE CAPITAL PROJECT, PROJECT BUDGET AND
APPROPRIATION ADJUSTMENT
CAPITAL PROJECT NO. 87182;
AND ADOPT YOUTH EMPLOYMENT PLAN
FOURTH DISTRICT
(3 VOTES)**

SUBJECT

Approval of the recommended actions will approve appropriation adjustment and allow the Department of Parks and Recreation to complete the proposed Cerritos Park Fitness Equipment Project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Cerritos Park Fitness Equipment Project categorically exempt from the California Environmental Quality Act because the proposed Project consists of construction of small new structures and minor alterations in the condition of land at an existing facility for the reasons stated herein and the reasons reflected in the record of the proposed Project.
2. Approve the proposed Cerritos Park Fitness Equipment Project, Capital Project No. 87182, and budget in the amount of \$82,000.
3. Approve the appropriation adjustment in the amount of \$82,000 to transfer \$50,000 of County

Excess Funds available to the Fourth Supervisorial District; and \$32,000 net County cost from the Department of Parks and Recreation's Services and Supplies to the proposed Cerritos Park Fitness Equipment Project, Capital Project No. 87182.

4. Authorize the Department of Parks and Recreation to implement the proposed Cerritos Park Fitness Equipment Project in coordination with the Internal Services Department.

5. Adopt the Youth Employment Plan as required by the County of Los Angeles Regional Park and Open Space District Procedural Guidelines.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Cerritos Park Fitness Equipment Project (Project) exempt from the California Environmental Quality Act (CEQA), authorize the Internal Services Department (ISD), in its capacity as the County's Purchasing Agent, to secure a vendor for the procurement and installation of the exercise equipment, and allow the Department of Parks and Recreation (Department) to manage and deliver the proposed Project.

The proposed Project is located at the Cerritos Community Regional Park, 19700 South Bloomfield Avenue in the City of Cerritos. The proposed Project will consist of site preparation and installation of outdoor exercise equipment for a fitness zone. The site preparation will include grading and excavation of the selected grass area for installation of rubber padding. The fitness zone will consist of approximately 11 pieces of durable and vandal resistant outdoor exercise equipment appropriate for all fitness levels and two instructional boards.

On August 7, 2012, the Board approved a County Excess Funds grant, available to the Fourth Supervisorial District, pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996, in the amount of \$50,000 to partially fund the proposed Project. The Department will fund the remaining \$32,000 from its operating budget to fully fund the proposed Project.

Approval of the Youth Employment Plan (Attachment II), which is required to comply with the County of Los Angeles County Regional Park and Open Space District's (District) Youth Employment Policy (Policy), will authorize at-risk youth to assist with site preparation and installation of exercise equipment.

Implementation of Strategic Plan Goals

The proposed recommendations further the Board-approved County Strategic Plan Goals of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3) by enhancing safe and accessible recreational and health-promoting opportunities in Cerritos in the Fourth Supervisorial District.

Green Building/Sustainable Design Program

The proposed Project will support the intent of the Board's adopted Green Building/Sustainable Design Program by using recycled rubber for the padding surface for the exercise equipment.

FISCAL IMPACT/FINANCING

The total proposed Project cost estimate of \$82,000 includes site preparation, procurement of materials, installation, and County services. The proposed Project Schedule and Project Budget Summary are included in Attachment I.

The proposed Project is funded with \$50,000 of County Excess Funds available to the Fourth Supervisorial District's portion of the District's Excess Funds Project Fund (HD6), and \$32,000 from the Department's Services and Supplies net County cost to fully fund the proposed Project.

Approval of the attached appropriation adjustment (Attachment III) will authorize the Auditor-Controller to increase appropriation and revenue offset with County Excess Funds available to the Fourth Supervisorial District's portion of the District's Excess Funds Project Fund (HD6), and transfer net County cost from the Department's Services and Supplies to the proposed Cerritos Park Fitness Equipment to fully fund the proposed Project.

Operating Budget Impact

Based on the proposed Project description, the Department anticipates adding ongoing operating costs of approximately \$2,000, annually for the maintenance of the exercise equipment.

The provisions of the proposed Project have maintenance requirements that will be fulfilled with existing resources. Should the necessity arise, the Department will work with the Chief Executive Office to determine the appropriate level of maintenance and available funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 26, 1997, the Board, acting as the governing body of the District, adopted a Policy for Projects funded by Proposition A. The District's Policy requires that the governing body of the grantee adopt a Youth Employment Plan for each Proposition A funded project at a duly noticed public meeting.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA because the proposed Project includes the installation of approximately 11 pieces of outdoor exercise equipment. The site preparation will include grading and minor excavation of the selected grass area for installation of rubber padding. The proposed Project is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15303(e) and 15304(a) of the State CEQA Guidelines and Classes 3(b) and 4(a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the proposed Project consists of construction of small new structures and minor alterations in the condition of land at an existing facility. The proposed Project includes no expansion of existing use and will not involve the removal of healthy, mature, scenic trees. Additionally, the proposed Project is not located in a sensitive environment and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make use of the exemptions inapplicable based on the proposed Project records.

Upon the Board's approval of the proposed Project, the Department will file a Notice of Exemption

with the County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

CONTRACTING PROCESS

The procurement of the exercise equipment falls under the statutory authority of the Purchasing Agent. Upon the Board's approval, both the exercise equipment and installation will be competitively solicited in accordance with County Purchasing Policies and Procedures.

To ensure that the contract is awarded to the Lowest Responsive and Responsible Bidder with a satisfactory history of performance, bidders are required to report violations of the False Claims act, criminal convictions, civil litigation, defaulted contracts with County, complaints filed with the Contractor State License Board, labor law/payroll violations, and debarment actions. As provided in Board Policy No. 5.140, information reported by the contractor will be considered before making a recommendation to award.

The contract specifications contain provisions requiring the contractor to report solicitations of improper consideration of County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Project will have no impact on any other projects or services at Cerritos Community Regional Park.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and to the Department of Parks and Recreation.

The Honorable Board of Supervisors

5/14/2013

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:RLR:DJT

SW:VM:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Parks and Recreation

**DEPARTMENT OF PARKS AND RECREATION:
CERRITOS PARK FITNESS EQUIPMENT PROJECT
CAPITAL PROJECT NO. 87182**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	05/14/13
Jurisdictional Approvals	05/20/13
Construction Start	05/20/13
Substantial Completion	06/24/13
Final Acceptance	07/08/13

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$0
Construction	
Construction Contract	\$73,000
Job-Order Contract	0
Change Orders	\$2,000
Departmental Crafts	0
Youth Employment	\$1,000
Construction Consultants	0
Misc. Expense (Gordian Group)	0
Telecomm Equipment – Affixed to Building	0
Civic Arts	0
Other – Utility Connections	0
Subtotal	\$76,000
Programming/Development	\$0
Plans and Specifications	\$0
Consultant Services	
Site Planning	0
Hazardous Materials	0
Geotech/Soils Report, Soils Testing, and Inspection	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration	0
Environmental	0
Equipment Planning	0
Subtotal	\$0
Miscellaneous Expenditures	\$0
Jurisdictional Review/Plan Check/Permit	\$4,000
County Services	
Code Compliance and Quality Control Inspection	0
Design Review	0
Design Services	0
Contract Administration	0
Project Management	0
Project Management Support Services	0
Consultant Contract Recovery	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	0
Project Technical Support	0
ISD Compliance Contract Services	\$2,000
County Counsel	0
Other: Support Services	0
Other: Land Development	0
Subtotal	\$2,000
TOTAL	\$82,000

**DEPARTMENT OF PARKS AND RECREATION:
CERRITOS PARK FITNESS EQUIPMENT PROJECT
CAPITAL PROJECT NO. 87182**

YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The proposed Project is located at the Cerritos Community Regional Park, 19700 South Bloomfield Avenue in the City of Cerritos. The Project will include site preparation, Americans with Disabilities Act accessible surfacing, and installation of exercise equipment for a fitness zone. The fitness zone will consist of seven to eleven pieces of durable and vandal resistant exercise equipment appropriate for all fitness levels. The fitness zone will also include instructional boards.

Tasks that may be performed by Youth Workers

Youth will assist the Contractor with the excavation and installation of accessible surfacing, exercise equipment and instructional boards.

Estimated Budget for Youth Employment

The estimated budget for youth employment for the proposed Project is \$1,000.

Method of Youth Employment

The Department employs youth to work in various areas of the Department through its Youth Enhancing Park Program (YEPP). This program allows the Department to recruit youth to work on projects based on their training, experience, and physical class. Youth are employed in or near the community in which they live.

Youth Employment Goal:

The Youth Employment Goal (YEG) established for the County of Los Angeles was \$15,739,507.43. The County has exceeded this goal.

PINK (1)

BA FORM 09/09

BOARD OF
SUPERVISORS
OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF PARKS AND RECREATION

DEPT'S. NO. 600

May 14, 2013

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2012-13

3 - VOTES

SOURCES

See Attached

USES

See Attached

SOURCES TOTAL: \$ 132,000

USES TOTAL: \$ 132,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Cerritos Park Fitness Equipment Project


AUTHORIZED SIGNATURE SABRA WHITE


BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR ---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY 

B.A. NO. 210

April 25 2013

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY 

April 29 2013

SEND 6 COPIES TO THE AUDITOR-CONTROLLER

**DEPARTMENT OF PARKS AND RECREATION:
CERRITOS PARK FITNESS EQUIPMENT PROJECT
CAPITAL PROJECT NO. 87182**

APPROPRIATION ADJUSTMENT

3 VOTES

F.Y. 2012 - 13

FINANCIAL SOURCES:

Department of Parks and Recreation
Various 4th District Park Improvements (4)
A01-CP-6014-65043-77111 \$50,000
Capital Assets – Building & Improvements
Decrease Appropriation

Department of Parks and Recreation
Cerritos Park Fitness Equipment (4)
A01-CP-91-R400-65043-87182 \$50,000
Rev.: Reg Park & Open Space DT/CP
Increase Revenue

Department of Parks and Recreation
A01-PK-2000-27640
Services & Supplies
Decrease Appropriation \$32,000

\$132,000

FINANCIAL USES:

Department of Parks and Recreation
Various 4th District Park Improvements (4)
A01-CP-91-R400-65043-77111 \$50,000
Rev.: Reg Park & Open Space DT/CP
Decrease Revenue

Department of Parks and Recreation
Cerritos Park Fitness Equipment (4)
A01-CP-6014-65043-87182 \$82,000
Capital Assets – Building & Improvements
Increase Appropriation

\$132,000

Justification:

The appropriation adjustment is necessary to fully fund the Cerritos Park Fitness Equipment Project.

BA#210 Karen Inukuma 4/25/13